

**Deficiency Status Report 2**  
**(with Cal/EPA responses)**  
**May 11, 2007**

**CUPA Name: Fremont Fire Department**

**Evaluation Date: November 16, 2006**

**Next Status Report Due: May 15, 2007**

**State Evaluation Team:**

***Cal/EPA Team Leader: Kareem Taylor***

**Based on the CUPA's corrective action responses, the following deficiency is considered corrected and no further updates are required: 3**

The following deficiencies are still in progress and an update of the progress towards correction should be provided in the next status report, due on May 15, 2007. Please provide any requested documentation.

**Deficiencies and Corrective Actions**

- 1. Deficiency:** On the Annual Enforcement Summary Report (Summary Report 4) for fiscal year (FY) 05/06, the CUPA did not adequately report the number of facilities with violation types and informal enforcement actions for each program element.

**Preliminary Corrective Action:** By September 30, 2007, correctly report the following information into the FY 06/07 Annual Enforcement Summary Report.

**CUPA Corrective Action #1:** CUPA DMS program updates are due out and we intend to upgrade to version 5.5 when it is available. We anticipate that this will help on report 4.

**Cal/EPA's 1<sup>st</sup> Response:** This is a good initial step towards correction of this deficiency. On the next status report, update Cal/EPA on the status of this deficiency.

**CUPA Corrective Action #2:** CUPA DMS status remains unchanged, though we are reviewing Decade and mTRAK software options, as well as our planned upgrade.

- 2. Deficiency:** The CUPA is not following up on minor and Class II violations identified in some of the inspection reports reviewed.

**Preliminary Corrective Action:** By November 16, 2007, review the inspection reports created by past inspectors no longer with Fremont Fire Department and follow-up on all facilities with identified violations that have not RTC.

**CUPA Corrective Action #1:** We identified approximately 40 facilities that did not receive timely follow-up inspections. These received a higher inspection priority and plan to be caught up by summer 2007.

**Cal/EPA's 1<sup>st</sup> Response:** This is a good initial step towards correction of this deficiency. On the next status report, update Cal/EPA on the status of this deficiency.

**CUPA Corrective Action #2:** We are down to 13 of the original 40 facilities that did not receive timely follow-up inspections. These received a higher inspection priority and we still plan to be caught up by summer 2007.

3. **Deficiency:** The CUPA has not developed four written procedures required for the administration of the Unified Program. The four administrative procedures are Public Participation, Unified Program Meetings, Self-Auditing, and Reporting.

**Preliminary Corrective Action:** By February 16, 2007, develop administrative procedures for Public Participation, Unified Program Meetings, Self-Auditing, and Reporting.

**Information Request:** Please submit a copy of the four written procedures by email along with the status report.

**CUPA Corrective Action #1:** Completed using the templates CalEPA provided.

**Cal/EPA's 1<sup>st</sup> Response:** The documentation received is adequate to correct this deficiency.